

# *The Village of Northfield*

## *Agenda*

Regular Council Meeting

*April 27, 2016*

### **Pledge of Allegiance**

### **Call to order; Roll call; Approval of Minutes**

### **Presentation of Petitions, Memorials and Remonstrances**

### **Reports of Municipal Officers:**

Jesse J. Nehez, Mayor  
Tricia Ingrassia, Finance Director  
Richard Wasosky, Engineer  
Bradric Bryan, Law Director

### **Department Heads:**

Police Chief Mark Wentz  
Fire Chief Jason Buss  
Service/Bld.Supt. Jason Walters

### **Reports of Municipal Boards and Commissions:**

Planning Commission, Alan Hipps  
Recreation Board, Mayor Nehez  
Cemetery Board, Beatrice Greenlee

### **Reports of Standing Committees:**

Finance, Nick Magistrelli  
Roads/Public Works, Jim Daugherty  
Health and Welfare, Renell Noack  
Wages and Working Conditions, Gary Vojtush  
Fire and Safety, Jenn Domzalski  
Buildings and Grounds, Alan Hipps

### **Legislation:**

**2016-05** – An Emergency Resolution Authorizing Euthenics, Inc. to Complete the Preliminary Design Phase for the Ledge Road Reconstruction Phase 2 Project. - Third reading.

**2016-30** – An Emergency Resolution Confirming the Mayor / Director of Public Safety's Appointment of April Evans as a Part-Time Fire Fighter / EMT. - First reading.

**2016-31** – An Emergency Resolution Confirming the Mayor / Director of Public Safety's Appointment of Chelsea Feldman as a Part-Time Fire Fighter / EMT. - First reading.

**2016-32** - An Emergency Resolution Confirming the Mayor / Director of Public Safety's Appointment of Davis Nees as a Part-Time Fire Fighter / EMT. - First reading.

**2016-33** – An Emergency Ordinance Amending Sections 238.13 and 244.10 and Repealing Section 232.02 of the Administrative Code Relating to Petty Cash Funds. - First reading.

**2016-34** – An Emergency Resolution Authorizing Certain Amendments to the 2016 Appropriation Resolution and/or Transferring Items already Appropriated in that Resolution. - First reading.

**Old Business; New Business; Announcements; Adjournment**

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VILLAGE OF NORTHFIELD  
RESOLUTION NO. 2016- 05

INTRODUCED BY:

AUTHORIZING EUTHENICS, INC. TO COMPLETE THE PRELIMINARY DESIGN PHASE  
FOR THE LEDGE ROAD RECONSTRUCTION PHASE 2 PROJECT

WHEREAS, the Engineer for the Village of Northfield and Engineer for the City of Macedonia have identified and the Councils of the Village of Northfield and City of Macedonia have concurred with the need to completely reconstruct Ledge Road Phase 2 between Sta. 16+33.85 (240' west of centerline of Langston Court) and Sta. 43+39.79 (west property line of Sheffield Steel); and

WHEREAS, the Village of Northfield in conjunction with the City of Macedonia will be applying for both an Ohio Public Works Commission (OPWC) Local Transportation Improvement Program (LTIP) Grant and for an Ohio Public Works Commission (OPWC) State Capital Improvement Program (SCIP) Loan for the Ledge Road Reconstruction Phase 2 Project for Physical Year 31; and

WHEREAS, in order to maximize the points possible on the application scoring the plan work should be 90% complete prior to submitting the application for funding; and

WHEREAS, the preliminary design phase will include all survey, research, calculations and preliminary plan work required to proceed to the final plan design, detailed specifications and contract bid book; and

WHEREAS, the OPWC Project Funding Application is due to OPWC District 8 on June 30, 2016; and

WHEREAS, the preliminary design phase must be completed prior to beginning the final design phase for the Ledge Road Reconstruction Phase 2; and

WHEREAS, the preliminary design phase of the Ledge Road Reconstruction Phase 2 Project will be done at a lump sum fee of \$47,652.00 by Euthenics, Inc.

WHEREAS, the City of Macedonia will be responsible for paying 39.0629% of all of the Ledge Road Reconstruction Phase 2 project costs which include engineering, soil investigation and construction costs; and

NOW, THEREFORE, BE IT RESOLVED by the Council of the Village of Northfield, County of Summit, and State of Ohio:

SECTION 1. That the Village of Northfield approves the hiring of Euthenics, Inc. to complete the preliminary design phase for the Ledge Road Reconstruction Phase 2 Project for the lump sum fee of \$47,652.00.

RESOLUTION NO. 2016-  
PAGE TWO

SECTION 2. That Euthenics, Inc. shall prepare the preliminary design phase for the Ledge Road Reconstruction Phase 2 Project prior to beginning work on the final design phase for the project.

SECTION 3. That this Resolution is hereby declared to be an emergency measure necessary for the public peace, health and welfare of the residents of the Village of Northfield and City of Macedonia, in order to provide for the total reconstruction of Ledge Road between Sta. 16+33.85 (240' west of centerline of Langston Court) and Sta. 43+39.79 (west property line of Sheffield Steel), and that this resolution shall take immediate effect upon its signature by the Mayor, or upon the expiration of time within which it may be disapproved by the Mayor, or upon passage after its disapproval by the Mayor, as the case may be, pursuant to the Village of Northfield Charter Section 4.11.

IN WITNESS WHEREOF, we have hereunto set our hands this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Nick Magistrelli, President  
Pro-Tem of Council

\_\_\_\_\_  
Jesse J. Nehez, Mayor

PASSED:

ATTEST:

\_\_\_\_\_  
Patricia Ingrassia, Clerk of Council

Approved as to Legal Form by the Director of Law.

\_\_\_\_\_  
Bradric T. Bryan  
Director of Law

I, Patricia Ingrassia, Clerk of Council of the Village of Northfield, Summit County, Ohio, do hereby certify that the foregoing Resolution was duly and regularly passed by Council at a meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Patricia Ingrassia  
Clerk of Council

**VILLAGE OF NORTHFIELD RESOLUTION NO. 2016-30  
AN EMERGENCY RESOLUTION  
CONFIRMING THE MAYOR/DIRECTOR OF PUBLIC SAFETY'S APPOINTMENT OF  
APRIL EVANS AS A PART-TIME FIRE FIGHTER/EMT**

WHEREAS, the Officers of the Fire Department have determined that there is a need to add additional members to the Department; and

WHEREAS, the Department's Officers have determined that April Evans is an excellent candidate for appointment to the Department; and

WHEREAS, Council desires to confirm the Mayor/Director of Public Safety's appointment of the above individual to the Village's Fire Department.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Village of Northfield, County of Summit, and State of Ohio:

SECTION 1. That the Mayor's appointment of April Evans as a Part-Time Fire Fighter/EMT with the Northfield Village Fire Department is hereby and herein confirmed. This appointment shall be conditioned upon the completion and passage of the pre-employment physical and drug screen required of new Village employees.

SECTION 2. That said appointment shall involve a one year probationary period pursuant to the terms of Section 11.04 of the Village Charter.

SECTION 3. That all formal actions of this Council concerning and relating to the deliberation and adoption of this Resolution were taken in an open meeting of this Council or any of its committees and were in compliance with all legal requirements.

SECTION 4. That this Resolution is hereby declared to be an emergency measure necessary for the public peace, health, and welfare of the residents of the Village of Northfield, for the reason that it will assist with the proper protection of the Village's residents, and that this Resolution shall take immediate effect upon its signature by the Mayor, or upon the expiration of time within which it may be disapproved by the Mayor, or upon its passage after its disapproval by the Mayor, as the case may be, pursuant to Village of Northfield Charter Section 4.11.

IN WITNESS WHEREOF, we have hereunto set our hands this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Nicholas Magistrelli, Pres. Pro-Tem of Council

\_\_\_\_\_  
Jesse J. Nehez, Mayor

Approved as to Legal Form.

\_\_\_\_\_  
Bradric T. Bryan, Director of Law

I, Tricia Ingrassia, Clerk of Council of the Village of Northfield, Summit County, Ohio, do hereby certify that the foregoing Resolution was duly and regularly passed by Council at a meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Tricia Ingrassia, Clerk of Council

**VILLAGE OF NORTHFIELD RESOLUTION NO. 2016-31**  
**AN EMERGENCY RESOLUTION**  
**CONFIRMING THE MAYOR/DIRECTOR OF PUBLIC SAFETY'S APPOINTMENT OF**  
**CHELSEA FELDMAN AS A PART-TIME FIRE FIGHTER/EMT**

WHEREAS, the Officers of the Fire Department have determined that there is a need to add additional members to the Department; and

WHEREAS, the Department's Officers have determined that Chelsea Feldman is an excellent candidate for appointment to the Department; and

WHEREAS, Council desires to confirm the Mayor/Director of Public Safety's appointment of the above individual to the Village's Fire Department.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Village of Northfield, County of Summit, and State of Ohio:

SECTION 1. That the Mayor's appointment of Chelsea Feldman as a Part-Time Fire Fighter/EMT with the Northfield Village Fire Department is hereby and herein confirmed. This appointment shall be conditioned upon the completion and passage of the pre-employment physical and drug screen required of new Village employees.

SECTION 2. That said appointment shall involve a one year probationary period pursuant to the terms of Section 11.04 of the Village Charter.

SECTION 3. That all formal actions of this Council concerning and relating to the deliberation and adoption of this Resolution were taken in an open meeting of this Council or any of its committees and were in compliance with all legal requirements.

SECTION 4. That this Resolution is hereby declared to be an emergency measure necessary for the public peace, health, and welfare of the residents of the Village of Northfield, for the reason that it will assist with the proper protection of the Village's residents, and that this Resolution shall take immediate effect upon its signature by the Mayor, or upon the expiration of time within which it may be disapproved by the Mayor, or upon its passage after its disapproval by the Mayor, as the case may be, pursuant to Village of Northfield Charter Section 4.11.

IN WITNESS WHEREOF, we have hereunto set our hands this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Nicholas Magistrelli, Pres. Pro-Tem of Council

\_\_\_\_\_  
Jesse J. Nehez, Mayor

Approved as to Legal Form.

\_\_\_\_\_  
Bradric T. Bryan, Director of Law

I, Tricia Ingrassia, Clerk of Council of the Village of Northfield, Summit County, Ohio, do hereby certify that the foregoing Resolution was duly and regularly passed by Council at a meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Tricia Ingrassia, Clerk of Council

**VILLAGE OF NORTHFIELD RESOLUTION NO. 2016-32**  
**AN EMERGENCY RESOLUTION**  
**CONFIRMING THE MAYOR/DIRECTOR OF PUBLIC SAFETY'S APPOINTMENT OF**  
**DAVID NEES AS A PART-TIME FIRE FIGHTER/EMT**

WHEREAS, the Officers of the Fire Department have determined that there is a need to add additional members to the Department; and

WHEREAS, the Department's Officers have determined that David Nees is an excellent candidate for appointment to the Department; and

WHEREAS, Council desires to confirm the Mayor/Director of Public Safety's appointment of the above individual to the Village's Fire Department.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Village of Northfield, County of Summit, and State of Ohio:

SECTION 1. That the Mayor's appointment of David Nees as a Part-Time Fire Fighter/EMT with the Northfield Village Fire Department is hereby and herein confirmed. This appointment shall be conditioned upon the completion and passage of the pre-employment physical and drug screen required of new Village employees.

SECTION 2. That said appointment shall involve a one year probationary period pursuant to the terms of Section 11.04 of the Village Charter.

SECTION 3. That all formal actions of this Council concerning and relating to the deliberation and adoption of this Resolution were taken in an open meeting of this Council or any of its committees and were in compliance with all legal requirements.

SECTION 4. That this Resolution is hereby declared to be an emergency measure necessary for the public peace, health, and welfare of the residents of the Village of Northfield, for the reason that it will assist with the proper protection of the Village's residents, and that this Resolution shall take immediate effect upon its signature by the Mayor, or upon the expiration of time within which it may be disapproved by the Mayor, or upon its passage after its disapproval by the Mayor, as the case may be, pursuant to Village of Northfield Charter Section 4.11.

IN WITNESS WHEREOF, we have hereunto set our hands this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Nicholas Magistrelli, Pres. Pro-Tem of Council

\_\_\_\_\_  
Jesse J. Nehez, Mayor

Approved as to Legal Form.

\_\_\_\_\_  
Bradric T. Bryan, Director of Law

I, Tricia Ingrassia, Clerk of Council of the Village of Northfield, Summit County, Ohio, do hereby certify that the foregoing Resolution was duly and regularly passed by Council at a meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Tricia Ingrassia, Clerk of Council

**VILLAGE OF NORTHFIELD ORDINANCE NO. 2016-33  
AN EMERGENCY ORDINANCE AMENDING SECTIONS 238.13 AND 244.10 AND  
REPEALING SECTION 232.02 OF THE ADMINISTRATIVE CODE RELATING TO  
PETTY CASH FUNDS**

WHEREAS, in order to better provide for the petty cash needs of various Village departments, the Finance Director, Mayor, and Council desire to amend Sections 238.13 and 244.10 and repeal Section 232.02 of the Codified Ordinances.

NOW, THEREFORE, BE IT ORDAINED by the Council of the Village of Northfield, County of Summit, and State of Ohio:

SECTION 1. That Council hereby amends Sections 238.13 and 244.10 and repeals Section 244.10 of the Administrative Code as is indicated in the attachment hereto that is incorporated herein.

SECTION 2. That the rest and remainder of the Codified Ordinances of the Village of Northfield shall remain as presently drafted unless inconsistent herewith.

SECTION 3. That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were rendered in an open meeting of this Council and were in compliance with all legal requirements.

SECTION 4. That this Ordinance is hereby declared to be an emergency measure necessary for the public peace, health, and welfare of the residents of the Village of Northfield for the reason that it will better align the provisions of the Administrative Code pertaining to petty cash funds to the petty cash needs of various Village departments and permit those departments to operate more efficiently, and that this Ordinance shall take immediate effect upon its signature by the Mayor, or upon the expiration of time within which it may be disapproved by the Mayor, or upon its passage after its disapproval by the Mayor, as the case may be, pursuant to Village of Northfield Charter Section 4.11.

IN WITNESS WHEREOF, we have hereunto set our hands this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Nicholas Magistrelli, President Pro-Tem of Council

\_\_\_\_\_  
Jesse J. Nehez, Mayor

Approved as to Legal Form.

\_\_\_\_\_  
Bradric T. Bryan, Director of Law

I, Tricia Ingrassia, Clerk of Council of the Village of Northfield, Summit County, Ohio, do hereby certify that the foregoing Ordinance was duly and regularly passed by Council at a meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Tricia Ingrassia, Clerk of Council



**~~232.02~~ PETTY CASH FUND.**

~~(a) Council hereby establishes a petty cash fund with the Administrative Clerk in the amount of one hundred dollars (\$100.00), to conduct such office.~~

~~(b) The Finance Director is hereby directed to provide the Administrative Clerk with the funds provided for in subsection (a) hereof.~~

\* \* \*

**238.13 PETTY CASH FUND.**

(a) There is hereby established a petty cash fund for the Director of Finance in the amount of ~~two~~ five hundred dollars (~~\$200.00~~ \$500.00).

\* \* \*

**244.10 PETTY CASH FUND.**

(a) There is hereby established a petty cash fund for the Police Department in the amount of ~~one~~ two hundred dollars (~~\$100.00~~ \$200.00). The Chief of Police shall be responsible with the Finance Director in administering and accounting for such fund.

(b) The Finance Director is hereby authorized to disburse the sum of ~~one hundred dollars (\$100.00)~~ from the General Fund of the Municipality necessary to set up the petty cash fund and to administer the same in conformity with this section.

**VILLAGE OF NORTHFIELD RESOLUTION NO. 2016-34**  
**AN EMERGENCY RESOLUTION AUTHORIZING CERTAIN AMENDMENTS TO THE**  
**2016 APPROPRIATION RESOLUTION AND/OR TRANSFERRING ITEMS ALREADY**  
**APPROPRIATED IN THAT RESOLUTION**

WHEREAS, as the result of certain occurrences, information, and expenditures, amendments to the year 2016 Appropriation Resolution and/or transfers of items already appropriated in the Appropriation Resolution are required.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Village of Northfield, County of Summit, and State of Ohio:

SECTION 1. That in order to provide for certain expenditures during the 2016 calendar year, Council hereby and herein authorizes the amendments to the Year 2016 Appropriation Resolution and transfers of items already appropriated in the year 2016 Appropriation Resolution in the amounts and to the funds set forth in the attachment hereto that is incorporated herein by reference.

SECTION 2. That all formal actions of this Council concerning and relating to the deliberation and adoption of this Resolution were taken in an open meeting of this Council or any of its committees and were in compliance with all legal requirements.

SECTION 3. That this Resolution is hereby declared to be an emergency measure necessary for the public peace, health, and welfare of the residents of the Village of Northfield for the reason that this action is required by state law and is necessary for the operation of the Village government, and that this Resolution shall take immediate effect upon its signature by the Mayor, or upon the expiration of time within which it may be disapproved by the Mayor, or upon its passage after its disapproval by the Mayor, as the case may be, pursuant to Village of Northfield Charter Section 4.11.

IN WITNESS WHEREOF, we have hereunto set our hands this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Nicholas Magistrelli, President Pro-Tem of Council

\_\_\_\_\_  
Jesse J. Nehez, Mayor

Approved as to Legal Form.

\_\_\_\_\_  
Bradric T. Bryan, Director of Law

I, Tricia Ingrassia, Clerk of Council of the Village of Northfield, Summit County, Ohio, do hereby certify that the foregoing Resolution was duly and regularly passed by Council at a meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Tricia Ingrassia, Clerk of Council

VILLAGE OF NORTHFIELD			
Amendments and Transfer Ordinance 2016			
Amendments to Current Appropriation		Amount	2016-4
A01-1-A-260	Debt Principal	\$ 8,851.70	Police Cruiser
A01-1-A-261	Debt Interest	\$ 603.00	Police Cruiser
A01-5-A-261	Debt Interest	\$ 3,622.00	Backhoe interest payment
A01-7-J-250	L & B Capital	\$ (10,000.00)	
A01-7-J-233	L & B Contractual Services	\$ 10,000.00	
<b>RETURN OF ADVANCES</b>			
<u>From</u>	<u>To</u>		
<b>TRANSFERS</b>			
<u>From</u>	<u>To</u>		
<b>ADVANCES</b>			
<u>From</u>	<u>To</u>		
For April 27, 2016 Council Meeting			